



Hidden Valley Lake Community Services District

Regular Board Meeting Minutes

DATE: June 19, 2012
TIME: 7:00 p.m.
PLACE: Hidden Valley Lake CSD
Administration Office, Boardroom
19400 Hartmann Road
Hidden Valley Lake, CA

1) CALL TO ORDER:

Meeting of the Hidden Valley Lake Community Services District Board of Directors called to order on June 19, 2012 at the hour of 7:00 p.m. by President Herndon at 19400 Hartmann Road, Hidden Valley Lake, California.

2) PLEDGE OF ALLEGIANCE:

3) ROLL CALL:

Present – Directors Freeman, Graham, Lieberman, Mirbegian and Herndon. Also present: Roland Sanford, Interim General Manager, Tami Ipsen, Administrative Assistant/Secretary to the Board and Tasha Klewe, Accountant/Controller.

4) APPROVAL OF AGENDA:

Director Freeman moved, Director Mirbegian seconded to approve the June 19, 2012 Agenda. Motion was amended after Mr. Sanford recommended moving the General Manager's Report to follow Public Comment.

Motion approved by unanimous vote.

5) APPROVAL OF CONSENT CALENDAR:

Staff recommended pulling 5A. May 22, 2012 Minutes and 5C. Adoption of Corrected Proclamation off the Consent Calendar for corrections.

- A. MINUTES: Approval of the June 12, 2012 Special Meeting – Budget Workshop Minutes
- B. WARRANTS: Approved warrant # 029906-029991
- D. ADOPTION OF RESOLUTION 2012-08 authorizing adoption of Communications and Board Support Policy

Director Mirbegian moved, Director Graham seconded to approve the Consent Calendar with agenda items 5A. May 22, 2012 Minutes and 5C. removed for correction.

Motion approved by unanimous vote.

5A. MINUTES: Approval of the Minutes of the Board of Directors of May 22, 2012

After discussion, Director Mirbegian moved, Director Lieberman seconded to approve the May 22, 2012 Board Meeting Minute with the following corrections:

Page Four, line 11 to read "Director Mirbegian moved, Director Lieberman seconded to accept the Board – GM Communication Policy upon the review of counsel.

Motion approved by unanimous vote."

Motion approved by unanimous vote.

5C. ADOPTION OF CORRECTED PROCLAMATION recognizing GHD for their engineering contributions toward the development of the District's Photovoltaic Energy Sustainability Project

Director Lieberman moved, Director Freeman seconded to approve the Proclamation with adding a space between 420,000 and kWh to read, "420,000 kWh".

Motion approved by unanimous vote.

6) BOARD COMMITTEE REPORTS:

Personnel Committee - Director Herndon reported the Personnel Committee will be meeting on June 27, 2012 at 7:00 a.m.

Finance Committee Report – Director Mirbegian reported on the May 24 and 31, June 6 and 12, 2012 Finance Committee meetings and workshop.

Security and Disaster Preparedness Program Committee Report – Director Herndon stated there was no report.

7) STAFF REPORTS:

Accountant/Controller's Finance and Investment Report

Tasha Klewe presented the May 31, 2012 Financial and Investment Reports. She also explained the pie charts showing distribution of the District's fund accounts. The May 31, 2012 Revenue and Expense Report indicates the District's revenue estimate is over budget approximately 4.5% and the expenses are over budget approximately 2.55%.

General Manager's Report: Moved to follow Public Comment.

8) DISCUSSION AND POSSIBLE ACTION: Resolution 2012-09 fixing and adopting District Budget for Fiscal Year 2012-2013

After discussion and a few changes, Director Mirbegian moved, Director Lieberman seconded to reallocate the excess funds from retirement benefits to reflect \$2,000 in Strategic Plan and \$11,400 into legal fees and approve Resolution 2012-09 a Resolution Fixing and Approving Budget for Fiscal Year 2012-2013.

Resolution approved by unanimous vote.

9) DISCUSSION AND POSSIBLE ACTION: Resolution 2012-10 approving and adopting Investment Policy for Fiscal Year 2012-2013

After discussion, Director Freeman moved, Director Mirbegian seconded to approve resolution 2012-10, a Resolution Approving and Adopting Investment Policy for Fiscal Year 2012-2013 with some reformatting and review.

Mr. Sanford recommended bringing the Investment Policy to the Finance Committee to address reformatting and for review.

Resolution approved by unanimous vote.

- 10) PUBLIC HEARING: To consider placement of default balance liens on real property pursuant to Government Code Section 61115

Director Herndon opened the hearing at 7:30 p.m. There were no comments or letters from the public. The hearing was closed at 7:31.

- 11) DISCUSSION AND POSSIBLE ACTION: Resolution 2012-11 confirming default balances and directing staff to file liens on real property

After discussion, Director Mirbegian moved, Director Lieberman seconded to approve resolution 2012-11, A Resolution of the Board of Directors of the Hidden Valley Lake Community Services District Confirming the Default Balance Associated with the Defaulting Bill Listed in Exhibit A and Directing Staff to File a Lien on Said Property.

Resolution approved by unanimous vote.

- 12) PUBLIC COMMENTS:

Property owner inquired if the DRAFT 2012-2013 Budget was posted on the website prior to the Board Meeting. Director Herndon noted the DRAFT 2012-2013 Budget was posted with the entire board packet on the District's website prior to the Board Meeting.

- 13) General Manager's Report:

Mr. Sanford updated the Board on the following

- Putting water down Putah Creek as part of condition #18 earlier than anticipated.
- September 17, 2012 as a possible date for the solar project ribbon cutting ceremony.
- How staff found a \$700 savings a year in reduction of garbage cans.

- 14) BOARD MEMBER COMMENT:

Director Mirbegian reported on the upcoming ACWA Region 1 event on June 22, 2012.

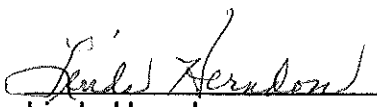
BREAK: 7:43 p.m. to 7:51 p.m.

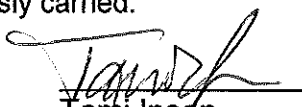
- 15) CLOSED SESSION: Government Code Section 54956.9 (b) (1) Anticipated litigation – Significant Exposure to Litigation against the District. A point has been reached where in the opinion of the Board on the advice of its legal counsel based on existing facts and circumstances; there is a significant exposure to litigation against the District. There is one potential case.

The Board of Directors went into closed session at 7:51 p.m. and came out of closed session at 9:10 p.m.

Director Herndon stated there was no reportable action taken in closed session.

- 16) ADJOURNMENT: The meeting was adjourned at 9:17 p.m. on motion by Director Lieberman, seconded by Director Mirbegian and unanimously carried.

 7/17/12
Linda Herndon Date
President of the Board

 7/17/2012
Tami Ipsen Date
Secretary to the Board